



## **Development & Partnerships Manager - America Succeeds**

Location: Flexible

### **Background**

Since its founding in 2014, America Succeeds has focused on expanding its influence as a business voice for education. Our mission is to engage business leaders in modernizing education systems to drive equity and opportunity. We've advanced this work in the past few years by supporting a growing network of partners, accelerating state policy advocacy efforts, and leading national initiatives like Durable Skills.

This is challenging and rewarding work, and we are seeking to build our team with a dynamic candidate who shares our core values: 1) Work hard. Play hard. Change the world. 2) Be a great problem solver. 3) Act like an owner. 4) Be in service. 5) We mean business.

### **Overview**

The Development & Partnerships Manager is responsible for supporting the development and execution of a comprehensive fundraising plan, managing relationships with funders and corporate partners, and assisting in the coordination of partnerships across education, workforce, and employer organizations. In addition, the Development & Partnerships Manager will work closely with the Project Manager and Vice President of Strategy and Operations to provide support with the management and direction of projects and initiatives.

### **Roles & Responsibilities**

#### *Fundraising and Development*

- Assist in the development and execution of a comprehensive fundraising plan.
- Lead grant prospecting, proposal writing, and reporting, including management of grant deliverables and timelines.
- Assist in securing corporate support to bolster America Succeeds' voice and stature within the business community.
- Work with business leaders, chambers of commerce, and national associations to support partnership opportunities.
- Track and report on America Succeeds' partnership outreach and pipeline.
- Support the strategic planning and visioning process alongside the executive team and board of directors.

#### *Partner Engagement & Communications*

- Elevate the stature and visibility of the organization among partners, funders, policy and advocacy sector partners, and national businesses.
  - Support the Communications & Development Coordinator to highlight funders and partnerships in communications, media, and press.
  - Facilitate partner collaboration on project initiatives.
  - Collaborate with the team to translate strategic goals into actionable plans.

This position will require occasional travel.

### **Qualifications**

We are looking for a dynamic, strategic professional who thrives in a fast-paced environment, aligns with our core values, and has a bias for action. The ideal candidate will be a professional with a knack for fostering meaningful relationships and supporting innovative partnership strategies. To be successful, candidates should possess a blend of the following:

- **Strategic Fundraising and Development Experience:**
  - Proficiency in supporting the development and execution of fundraising plans with a track record of grant writing, securing corporate partnerships, and engaging with stakeholders.
  - Ability to manage multiple partnership initiatives simultaneously, adapting strategies to meet organizational goals and respond to changes in the partnership and fundraising landscape
- **Strong Relationship-Building Skills:**
  - Strong interpersonal abilities, capable of building and maintaining relationships with a diverse array of partners, including business leaders, funders, and policy advocates.
  - Responsive and proactive in partner communications, maintaining a service-oriented approach that upholds the organization's mission and values.
  - Represent the organization effectively in public forums, including events, conferences, and media engagements.
- **Exceptional Organizational Skills:**
  - Highly organized with meticulous attention to detail, capable of managing complex projects and timelines efficiently.
  - Prioritizes tasks effectively, adjusting to new information and changing priorities to meet the needs of the organization and its stakeholders.
- **Innovative and Entrepreneurial Mindset:**
  - Self-starter who approaches challenges with creativity and innovation, seeking practical solutions to complex problems.
  - Eager to identify new opportunities for growth and collaboration, applying an entrepreneurial mindset to expand the organization's impact.

### **Compensation**

This is an outstanding opportunity for a mission-aligned, highly motivated professional who is not only a great problem solver but also passionate about transforming education through strategic partnerships and committed to promoting equity and opportunity. America Succeeds is prepared to offer an attractive compensation package with an annual salary range of \$60,000-\$70,000 (depending on experience and qualifications) and competitive benefits, including a generous commitment to a healthy work/life balance with

a hybrid or fully remote work environment, flexible time off, twelve weeks of fully-paid family leave, health insurance (100% employer-paid premium), and access to a 403(b) retirement plan with an employer match of up to 3%.

**To Apply**

To apply, please send a resume and cover letter to [LCole@americasucceeds.org](mailto:LCole@americasucceeds.org). We review applications on a rolling basis – so it is advantageous to apply as soon as possible.

America Succeeds is committed to fostering and capitalizing on the diversity of our organization. We are an equal opportunity employer and seek individuals of all ethnic and racial backgrounds to apply for this position. If you would like to learn more about our mission, please visit our website at [www.americasucceeds.org](http://www.americasucceeds.org).